



# Waiver from USBE Board Rule Request

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The vision of the Utah State Charter School Board (SCSB) is that “every student has access to an excellent education that meets their unique learning needs.”

## Introduction

The purpose of the Waiver Request is to provide a process for a charter school governing board to request a waiver, as permitted, from USBE rule. The Waiver Request is based on [R277-121](#) and the premise that a waiver also entails a contractual amendment to the charter.

## Submission

Application must be uploaded into the Applications Folder of the documents section in the Utah Charter Access Point ([UCAP](#)) system no later than **5:00pm MST on the third Friday of the month prior** to the SCSB meeting.

## Staff Eligibility Review

After receipt, SCSB staff reviews request to include associated academic, financial, and operational performance and compliance. Once the applicant is deemed Administratively Complete, the applicant (if appropriate) will be invited to the next SCSB meeting.

## State Charter School Board Consideration

At the scheduled SCSB meeting, members will consider the request. Schools have opportunity to answer questions. Normally scheduled meeting is **typically the second Thursday**. If approved, staff will provide the school with a letter from the board chair recommending approval from the SCSB. **The school must submit the written request to the Superintendent, following the steps outlined in rule.**

# Applicant Assurances

*Print this sheet, complete and sign the spaces at the bottom, scan, and attach to the electronic application.*

*The Board Chair must sign the following agreement prior to submitting the application package.*

*Should the agreement be signed by someone other than the current Board Chair, the application package will be deemed Administratively Incomplete.*

School Name: [Click or tap here to enter text.](#)

The Applicant certifies all information contained in this application is complete and accurate, realizing that any misrepresentation could result in disqualification from the Waiver Request process or revocation after award.

The Applicant understands that applications must be uploaded into the UCAP system no later than the third Friday of the month preceding the month of the requested SCSB meeting and that incomplete applications will not be considered.

The Applicant acknowledges that all information presented in the application package, if approved, may become part of the charter to be used for accountability purposes throughout the term of the charter.

The Applicant acknowledges that the charter school governing board is subject to all Utah statutes regarding charter schools as well as all relevant federal, state and local laws, and requirements, and should comply with such.

The Applicant acknowledges that the most current academic and compliance data will be provided to the SCSB for its consideration of the application.

The applicant acknowledges that prior to inclusion on the agenda, the SCSB recommends charter school governing boards read the associated rule and information documents, as well as schedule an appointment with SCSB staff to discuss the request and provide clarification to any questions.

Adam Revelli  
Name of Board Chair

  
Signature of Board Chair /Date  
December 15, 2025

## School Entity Information

Name of School: Lincoln Academy

Name of School Administrator: Jake Hunt

Contact Information for School: 801-756-2039;

*Below, list the names and positions of all current Board Members (officers, members, directors, partners), and their positions. Also list any other current charters in which they act as a corporate principal or charter representative. Add rows as necessary.*

| Name               | Position        | All Charter Affiliations |
|--------------------|-----------------|--------------------------|
| Adam Revelli       | Board President | Lincoln Academy          |
| Mitch Beck         | Board Member    | Lincoln Academy          |
| Sarah Chaffin      | Board Member    | Lincoln Academy          |
| Cherstyn Stockwell | Board Member    | Lincoln-Academy          |
| Cade Close         | Board Member    | Lincoln Academy          |
| Michelle Hild      | Board Member    | Lincoln Academy          |
| Dave Merrick       | Board Member    | Lincoln Academy          |

## Contractual Charter Agreement Goals

List the school's contractual goals.

When Lincoln Academy updated its charter in 2017 it established the following goals:

1a: 90% K-3 students on grade level Dibels

1b: 85% students proficient on SAGE Math

1c: 88% students proficient on SAGE ELA

1d: 85% students proficient on SAGE SCI

1e: School counselor will meet each year with each student in 6<sup>th</sup>-9<sup>th</sup> grade to provide guidance.

1f: K-6<sup>th</sup> students will receive weekly character education and 7-9<sup>th</sup> will receive monthly character education.

2a: 90% of students will have 90% attendance

3a: 100% of teachers will maintain appropriate types of Utah licenses or be enrolled and progressing in an ARL or alternate license.

4a: 90% of parents will attend open house, parent teacher conferences or CCR meeting.

5a: Emergence plan in place and 100% of students participate in monthly fire and emergency drills

6a: 100% of faculty receive training in August and PD throughout the year

6b: 100 of teachers will track progress on their assigned curriculum standards. They will report to Administration that they have covered 95% of curriculum by the end of the year.

**Required Attachments:**

- If the school is *not* meeting all its charter contractual agreement goals, then include the governing board's corrective action plan. (Corrective action plan limited to two pages.)

## **Waiver Requests Require both State Charter School Board (SCSB) and Utah State Board of Education (USBE) Approval**

*The following request may take 2-3 months to complete.*

Waivers from a Board rule are not granted if the requirement is required by or adopts criteria from a federal statute, federal regulation, or state law, would negatively affect the health, safety, or welfare of public education students, could reasonably result in discrimination or harassment of public school students or employees, would benefit one element of the public education system to the detriment of another; or when the concerns giving rise to an request could be addressed through means other than waiver of Board rules.

## ***Waiver from Board Rule***

Rule Number and Title: Board Rule 277-552-6 (9) Charter School Timelines and Approval Process

Describe why the waiver is necessary to meet the mission and/or purposes(s) of the school and help the governing board meet the terms and conditions of its contractual agreement.

Lincoln Academy was approved for a satellite school expansion in January 2024, along with an increase in total enrollment to 1,610 students. Following this approval, the school actively pursued opportunities to purchase land or remodel existing facilities. Several properties were evaluated and offers were made; however, none were accepted. Additionally, the available options did not meet the school's needs in terms of proximity, financial sustainability, or the ability to retain our current student population.

After two years of exploration, Lincoln Academy shifted its focus to strengthening the existing campus while preserving the option for future expansion. The original intent of the satellite high school proposal was twofold:

1. To provide an exceptional high school education that prepares students for life beyond graduation.
2. To address Lincoln Academy's inverted enrollment structure.

Historically, Lincoln Academy's enrollment has followed this pattern:

- Kindergarten: 75
- Grade 1: 75
- Grade 2: 78
- Grade 3: 78
- Grade 4: 81
- Grade 5: 81
- Grade 6: 108
- Grade 7: 135
- Grade 8: 130
- Grade 9: 115

The demand in our area is strong enough that enrollment increases by approximately 50 students between the end of fifth grade and the beginning of seventh grade. While this demand reflects community interest, it has also created challenges. Historically, approximately 70% of behavior concerns and 60% of academic struggles among students in grades 6–9 involve students who began attending Lincoln Academy in grade 6 or later.

One goal of the satellite expansion was to add lower elementary grades, where Lincoln Academy currently has more than 400 students on the waitlist. Expanding at the elementary level allows the school to meet community demand, support students earlier in their academic development, and better prepare them for success in grades 6–9.

Lincoln Academy has identified a way to accomplish these goals without constructing a satellite high school, while still maintaining flexibility to add a high school in the future. The school proposes increasing K–5 enrollment from three classes per grade level to four classes per grade level. This expansion would occur on the current campus through construction in the existing parking lot. An adjacent property owned by the school would be converted into parking to support this addition.

This plan does not include the full 700-student increase previously approved; however, it would require an additional 175 students to fully utilize the expanded elementary capacity. This approach allows Lincoln Academy to responsibly grow, strengthen its academic foundation, and better serve students and families while remaining financially and operationally sustainable.

We need the requirement to open in 36 months waived to the fall of 2027 so we can start this process.